

WOODSTOCK PLAN COMMISSION MINUTES

**August 19, 2021
Woodstock City Hall**

A regular meeting of the Woodstock Plan Commission was called to order at 7:00 PM on Thursday, August 19, 2021, by Chairman Cody Sheriff. Chairman Sheriff described the procedures should members of the public wish to comment.

A roll call was taken.

PLAN COMMISSION MEMBERS PRESENT: Rick Bellairs, Arturo Flores, Robert Horrell, Doreen Paluch, Richard Ryan, Jackie Speciale and Chairman Cody Sheriff.

PLAN COMMISSION MEMBERS ABSENT: Steve Gavers.

STAFF PRESENT: Building and Zoning Director Joe Napolitano, City Planner Darrell Moore, City Attorney TJ Clifton and Executive Assistant/Chief Deputy City Clerk Jane Howie

APPROVAL OF AGENDA

Motion by Paluch, second by Bellairs, to approve the Agenda as presented.

A roll call vote was taken. Ayes: Bellairs, Flores, Horrell, Paluch, Ryan, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Gavers. Motion carried 7-0.

ACCEPTANCE OF MINUTES

Motion by Horrell, second by Paluch, to accept the minutes of the July 15, 2021, Plan Commission Meeting as presented.

A roll call vote was taken. Ayes: Bellairs, Flores, Horrell, Paluch, Ryan, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Gavers. Motion carried 7-0.

1. PUBLIC COMMENTS

There were no comments forthcoming from the public.

2. NEW BUSINESS

a) Public Hearing – Zoning Map Amendment to M1 Light Manufacturing District and Approval of Variations, upon Annexation, for the Property Located at 11911, 11913 and 11915 Industrial Heights Drive.

Chairman Sheriff noted the presence of a quorum.

Mr. Napolitano noted that the City is the petitioner and desires to annex these unincorporated properties into Woodstock's city limits. He reminded the Commission that the City Council directed staff to pursue annexation of unincorporated pockets and work with property owners to minimize impacts. These properties are currently zoned I-1 in McHenry County and M-1 Light Manufacturing District is proposed, which allows very similar uses, including the current businesses on the property. Mr. Napolitano

identified variations that will be necessary for setbacks and parking to bring these structures into compliance. The goal is to annex these properties and the Public Hearing for annexation is tentatively scheduled for the September 21st City Council meeting.

In response to a question from Commissioner Flores, Mr. Napolitano said there are no costs involved for the annexation as long as the owners are cooperating. If a property owner is uncooperative, the City can forcibly annex property, but the preference is to avoid this practice, if possible. The City wants to show good faith by paying associated fees.

Commissioner Ryan asked if the county had any concerns with the annexation. Mr. Napolitano said the county typically doesn't have a problem and they likely expect that properties such as this would be annexed to a municipality.

Commissioner Horrell asked if in the annexation agreement the business owners could be required to complete the paving and then perhaps some of the variations would not be applicable. Mr. Napolitano said these items can be discussed with the petitioner. Mr. Napolitano explained that there is a pond on the property and much of the site cannot be developed.

In regards to the proposed rezoning, Commissioner Paluch had no objections. Her concerns pertain to some of the variations being requested, specifically regarding pavement and striping for 11911 Industrial Heights Drive and striping of parking spaces for 11913 and 11915 Industrial Heights Drive. She asked if there was a means by which the variations can apply for specific situations. In response, Mr. Napolitano said the City can include stipulations in the annexation agreement and as part of the zoning variations. Commissioner Paluch would like conditions added so that if there are changes in ownership or tenant, or a change in usage, pavement and striping would be required.

Mr. Napolitano said an expansion to a building would likely require additional striped parking spaces. He added that these items are typically reviewed during site plan review and specifics are determined. Attorney Clifton clarified that just the building/property changes would need to be reviewed by the City Administration.

Commissioner Speciale thanked the property owners for being good stewards and cooperating with this process.

Chairman Sherriff asked if conditions could be worded specifically for each of the users of the property. Mr. Napolitano explained this could be done. Chairman Sherriff asked about nonconformities and change of use. Mr. Napolitano said the City allows nonconformities to remain as-is and provided some examples of what could happen if the use changes. City staff would inform the new owner/tenant of the changes necessary. Commissioner Horrell added that he would like the staff to have the discretion to decide on substantial changes, such as a change in ownership or use.

Commissioner Paluch reviewed the conditions in the Staff Report for 11911 Industrial Heights Drive, specifically conditions 4) Pavement Surface, 5) Striping of Parking Spaces, and 6) Screening of Outdoor Storage Area. She stated that these variations should be allowed, but only until there is a change in ownership or usage, or if there is a substantial change to the premises as determined by City staff. She

suggested the same language be used for 11913 and 11915 Industrial Heights Drive with condition number 2) Striping of Parking Spaces.

Attorney Steve Cuda, representing owners Richard Hay and Mark Smith, stated that Mr. Smith is the contract purchaser on 11913 Industrial Heights Drive and has 1 ½-2 years before the purchase takes place. Mr. Hay said he has family that may eventually take over his business. They requested that the language be adjusted to accommodate this change. Commissioners agreed that this was appropriate and could be included in the motion.

Chairman Sheriff opened the floor for public comment. There was none.

Motion by Horrell, second by Paluch to recommend approval of a zoning map amendment to M-1, Light Manufacturing District, upon annexation, for the property at 11911, 11913 and 11915 Industrial Heights Drive. The request meets approval criteria listed in Section 4.3.7 of the Unified Development Ordinance, in accordance with the findings included in the Staff Report.

A roll call vote was taken. Ayes: Bellairs, Flores, Horrell, Paluch, Ryan, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Gavers. Motion carried 7-0.

Motion by Paluch, second by Horrell, to recommend approval of variations for the property at 11911 Industrial Heights Drive, including: 1) Rear Yard Building Setback from 30' to 11.2'; 2) Parking Setback, Front Yard from 25' to 0'; 3) Driveway Width at R-O-W from 25' to 58'; 4) Pavement Surface to allow the existing gravel area to remain; 5) Striping of Parking Spaces shall not be required for the current user; and 6) Screening for Outdoor Storage Area shall be waived for the current user. With regard to variations 4, 5 and 6, if there is a change of ownership (except to Derrick and Kenneth Hay), usage or a substantial change in the premises, as determined by City Staff, these three identified variations shall be terminated. The request meets the approval criteria listed in Section 4.5.7 of the Unified Development Ordinance, in accordance with the findings included in the Staff Report.

A roll call vote was taken. Ayes: Bellairs, Flores, Horrell, Paluch, Ryan, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Gavers. Motion carried 7-0.

Motion by Paluch, second by Bellairs, to recommend approval of variations for the property at 11913 Industrial Heights Drive, including: 1) Parking Setback, Side Yard from 10' to 3' on the south lot line and 4' on the north lot line; and 2) Striping of Parking Spaces shall not be required for the current user. With regard to variation 2, if there is a change in ownership (except to Contract Purchaser Mark Smith), usage or a substantial change in the premises, as determined by City Staff, this variation shall be terminated. The request meets the approval criteria listed in Section 4.5.7 of the Unified Development Ordinance, in accordance with the findings included in the Staff Report.

A roll call vote was taken. Ayes: Bellairs, Flores, Horrell, Paluch, Ryan, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Gavers. Motion carried 7-0.

Motion by Horrell, second by Paluch to recommend approval of variations for 11915 Industrial Heights Drive, including: 1) Reduction in the required number of parking spaces from 27 to 18; and 2) Striping of Parking Spaces shall not be required for the current user. With regard to variation 2, if there is a change

in ownership, usage or a substantial change in the premises, as determined by City Staff, this variation shall be terminated. The request meets the approval criteria listed in Section 4.5.7 of the Unified Development Ordinance, in accordance with the findings included in the Staff Report.

A roll call vote was taken. Ayes: Bellairs, Flores, Horrell, Paluch, Ryan, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Gavers. Motion carried 7-0.

3. OLD BUSINESS: None.

4. DISCUSSION

Mr. Napolitano said the City has issued a building permit to MAC Automation for a 30,000 sf. expansion. He stated that Jersey Mikes' permit was ready for pickup. Mr. Napolitano mentioned some other potential projects that are being discussed. He did say that the City has not received any updates from PanCor. He added that the BP gas station, at the corner of Country Club Road and Route 47, is planning a re-design after their meeting with Mayor Turner.

Mr. Napolitano said there is a neighborhood meeting scheduled for next Wednesday evening to unveil new Neighborhood Improvement programs using CDBG funding. The pilot program includes areas from the railroad tracks to Route 47 and Calhoun Street to Judd Street. The Curb Appeal program would help out homeowners who want to make exterior improvements to their homes to improve their neighborhoods. The second program, Better with Age, focuses on an age-friendly community and is designed to help seniors stay in their home for a longer period of time. This program includes better lighting, easier light switches, the elimination of trip hazards and grab-bars in bathrooms.

Mr. Napolitano stated the City has a request from a nursery on McConnell Road for text amendment, rezoning and a special use permit, which will be presented at the next Plan Commission meeting. He explained the petitioner would like to continue operating the nursery, but wants to bring her psychiatric office to the site.

5. ADJOURN

Motion by Paluch, second by Bellairs, to adjourn this meeting of the Plan Commission to the next regular meeting at 7:00 PM on Thursday, September 16, 2021. Ayes: Bellairs, Flores, Horrell, Paluch, Ryan, Speciale and Chairman Sheriff. Nays: none. Abstentions: none. Absentees: Gavers. Motion carried 7-0.

The meeting was adjourned at 7:55 PM.

Respectfully submitted.

Jane Howie,
Chief Deputy City Clerk